SEVENTY-FOURTH ANNUAL REPORT

MECHANICS' INSTITUTE

SAN FRANCISCO
CALIFORNIA

NINETEEN HUNDRED
TWENTY-NINE

Seventy-fourth Annual Report

of the

MECHANICS' INSTITUTE

for the

Year Ending February 28, 1929

MECHANICS' INSTITUTE
OFFICERS

BOARD OF TRUSTEES.

Year Ending February 28, 1929.

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MECHANICS' INSTITUTE

Mechanics'-Mercantile Library

Mechanics' Institute Chess and Checker Club

57 Post Street
San Francisco, California

The Library now contains nearly one hundred and four thousand volumes.
Special attention is given to the division of technology.
Over four hundred periodicals and newspapers are on file.
A chess and checker room is maintained, where smoking is permitted.
Lecture courses are held each season.
Library open daily, 9:00 A. M. to 10:00 P. M.
Sundays and Holidays, 1:00 P. M. to 5:00 P. M.
Chess room, daily, 9:00 A. M. to 10:00 P. M.

TERMS OF MEMBERSHIP.

Entrance Fee	$ 1.00
Half-yearly Dues (in advance)	3.00
Life Membership	100.00

Non-residents may use the Library for one month on payment of fifty cents.

A member may introduce a friend (not a resident of the city), who will be allowed the use of the Library rooms for one month.

LIBRARY RULES.

Members may take out two books at a time and extra books on payment of five cents each.

New fiction may be kept one week only. Other books may be kept two weeks and the time may be extended for two weeks longer by giving notice at the Library desk, or by mail or telephone (SUtter 0360). A charge of two cents a day will be made on books kept over time.

Members' requests for books to be purchased will receive careful consideration.

PRESIDENT'S REPORT

San Francisco, March 7, 1929.

To the Members of the Mechanics' Institute.

In presenting to you my annual report I am reminded that the Institute is now at the beginning of its seventy-fifth year, having been founded in 1855, and it seems to me that a brief statement of some occurrences in its history, and some of the things that it has accomplished, may not be amiss. I am confining myself to the twenty-five years during which I have been officially connected with it as a trustee, for ten years of which I have been its President.

In 1903 the Institute, while it was in good financial condition, was what might be termed "property poor" and considerable difficulty was experienced in getting together sufficient income to carry on its work properly. In January, 1906, occurred the amalgamation of the libraries of the Mechanics' Institute and the Mercantile Library Association which, in accordance with the agreement made with the latter, added four hundred and seventy-six members to our life membership roll. In April of the same year, both libraries and all other properties of the Institute were destroyed by the fire which devastated the greater part of the city. The work of rehabilitation was begun at once; a temporary building was erected on a portion of the Pavilion lot, where the wants of the members were cared for as far as that was possible at that time. Some three years later a plan was developed for financing the building of a permanent structure on the Post Street lot, a most difficult task in those strenuous times, and in July, 1910, the Institute was again housed at its old location in the building we now occupy. This required a heavy mortgage indebtedness; the payment of the interest thereon, together with the taxes on this and other property of the Institute, used up a large portion of the income from the building. However, by careful management, it was possible to meet our obligations and have a surplus remaining, although this surplus was woefully inadequate to build up the library as rapidly as the times demanded.

This condition prevailed until September, 1912, when the city of San Francisco, in pursuance of its "Civic Center plan," purchased the Pavilion lot for $700,000. This enabled us to pay off our indebtedness, leaving a surplus of some $380,000.

By a Constitutional amendment, this surplus and the Post Street building were made into an endowment fund, the income thereon to be used for Institute purposes.

In 1908 the membership was twenty-seven hundred sixty-three. With the added conveniences and facilities, made possible by our increased revenue, the membership grew until it reached its peak of five thousand and eight in 1924. Today we have forty-three hundred and thirty-six members on our roll.

Among other things accomplished were the employees' retirement and pension amendment, and the establishment of a definite classification of assistants with increased salaries.

Many complaints were received and investigated; among them lack of modern reference books, incomplete sets of standard works, etc. A change in committee personnel appeared advisable and was made with a view of better service to the membership. Investigation made by a newly appointed library committee resulted in a recommendation that a survey of the library should be made by an authority on libraries, but the recommendation was not adopted by the Board of Trustees. I sincerely hope that it will, in the near future, be done.

The Institute has invested in income producing securities some $713,000. These investments represent the amount in the endowment fund established from the proceeds of the sale of the Pavilion lot, approximately $380,000; the Lick Fund of $10,000; and the Atkins Fund of $500; the Building Depreciation Reserve of $102,000 and the surplus of some $221,000. With the income from these sources, it is possible to build up the library to a high standard.

From observation and investigation I would recommend the following:

1. That the catalogue be revised so that it shall properly indicate the books in the library.
2. That the Technical Department be brought up to date; particularly in books on radio and aeronautics.
3. That better lighting and ventilating systems be provided.
4. That a modern charging system be installed.
5. That a more personal service be given members.
6. That members be permitted to take out a greater number of books than now allowed.
7. That as many new books and periodicals, both fiction and otherwise, be purchased upon publication as will reasonably supply the demand.

8. That a rest room be assigned to the women equal to that which the men now have.
9. That in the future the selection of employees for library service be confined to those who are university graduates and who have taken a library course. Such a course is now available at the University of California.

The Constitution of the Mechanics' Institute states that "The designs and objects of this Association are to cultivate a social feeling of friendship, and the mutual improvement of its members; the dissemination of information and useful knowledge by the establishment of a library of circulation and reference . . ." It also provides that its property can never be diverted from the purpose for which it was organized.

With the foregoing in mind, and the financial affairs of the Institute in such excellent condition, I hope that these recommendations will be seriously considered.

It is my pleasure to report the gift, from Mrs. Frank P. Bacon, of the library of the late Frank P. Bacon, an old San Franciscan and a former member of the Institute. The collection comprises some fifteen hundred volumes and is especially rich in theological history and in works allied to that subject. I know that I voice the thought of the membership when I say that the Institute is much indebted to Mrs. Bacon.

The lecture course for the year embraced the following: South of the Rio Grande, by David P. Barrows, Ph.D., LL.D.; Europe in 1927: Drama, Music, Song and Dance, by Frayne Williams; The Antidote for Cynicism, by Paul Fletcher Cadman, B.A., LL.D.; The Christmas Carol, by Dickens (recital), by Ethel Elliott Swan, A.B.; Mexico: Our Next Door Neighbor, by Annie Little Barry; Southern Folk Lore, by Anthony F. Blanks, M.A., Ph.D.; America South of Us: A Trip Through the Caribbean (illustrated with slides), by Charles A. Kofoid, Ph.D.; What China Wants, by N. Wing Mah, B.A., A.M., Ph.D.; The Cradle of Art, by Eugen Neuhaus; Russia After Ten Years of Sovietism, by Alexander S. Kaun, Ph.D.; Stevenson as a Literary Artist, by Frederic Thomas Blanchard, Ph.D.

During the past year the Board of Trustees sustained a great loss in the death of General Tirey L. Ford, to whose place on the Board Mr. Lewis F. Byington was elected. Also in the death of Mr. Horace Howard, who was succeeded by Mr. Elgin Stoddard. Mr. James Spiers resigned from the Board and Mr. Wm. N. Rolph was elected in his place.

The recent election was a spirited one and brought forth one of the largest votes in the history of the Association. The interest aroused may in the future result in benefit to the library. Messrs. Edward H. Benjamin, Lewis F. Byington, Joseph D. Hodgen, Arthur W. Scott, H. L. Slosson, Jr., Chas. D. Steiger and Otto Von Geldern were elected as Trustees and with Messrs. H. W. Crozier, Joseph M. Cumming, George U. Hind, James H. Lyons, Constant Meese, William N. Rolph and Elgin Stoddard, the hold-over Trustees, now comprise the full Board.

In retiring I wish to express my sincere thanks to the members and to the Board of Trustees. My assurance goes with it that I shall always hold the welfare of the Mechanics' Institute at heart and endeavor to aid in its advancement and prosperity.

BYRON MAUZY, President.

SECRETARY'S REPORT

For the Year Ending February 28, 1929.

San Francisco, March 7, 1929.

To the Board of Trustees of the Mechanics' Institute,
San Francisco.

Gentlemen:—

I have the honor to present herewith financial statement of the Mechanics' Institute for the year ending February 28, 1929:

March 1, 1928, Cash on deposit in various banks	$ 53,279.97
Cash in contingent funds	225.00
Total Cash	$ 53,504.97

RECEIPTS

Mechanics' Institute Building—rent collections from March 1, 1928, to February 28, 1929		$ 68,995.75	
Interest, Ernest N. Atkins Memorial Fund		30.00	
Interest, James Lick Fund		600.00	
Interest, Commercial and Savings Account		1,510.57	
Interest, Mortgages Receivable Accounts		8,899.69	
Interest, Bonds		26,666.99	
Tax Judgment		120.79	
Suspense Account		10.00	
Library and General Administration:			
Dues	$ 20,966.50		
Entrance Fees	643.00		
Books Paid For	243.87		
Fines and Extra Books	3,270.05		
Sundry	82.95		
		25,206.37	
Received from Investments Accounts:			
Bonds Redeemed	$ 12,602.50		
Paid on Mortgages Account	1,800.00		
		14,402.50	
Total Cash received			146,442.66
			$199,947.63

EXPENDITURES.

Mechanics' Institute Building—operating expenses from March 1, 1928, to February 28, 1929:			
Pay Roll	$ 15,483.55		
Taxes	9,036.52		
Insurance	535.12		
Equipment	10.00		
Heat	825.59		
Light and Power	2,749.12		
Water	185.58		
Window Cleaning	455.00		
Supplies	581.99		
Repairs	748.01		
General Expense	712.84		
			$ 31,323.32
Library and General Administration:			
Books, Binding and Periodicals	$ 15,340.56		
Furniture and Equipment	722.42		
General Expense	2,225.94		
Insurance	867.05		
Legal Expense	250.00		
Lectures	1,064.78		
Printing and Stationery	450.82		
Salaries	29,441.65		
Supplies	200.51		
Taxes	67.46		
Monthly Bulletin	191.00		
Rent of Library Rooms	18,720.00		
		$ 69,542.19	
Accrued Bond Interest Paid		147.89	
Post Street Building—Alterations Account		40.43	
Post Street Building—Cost Account		155.29	
Pension Account		1,057.80	
Suspense		15.00	
Total			$102,281.92
Investments Account:			
Bonds Purchased		$ 10,500.00	
Premium Paid on Bonds		126.84	
Mortgages Receivable Account		45,000.00	
Total			$ 55,626.84
Total Cash paid out			$157,908.76
Cash on hand in various banks, Feb. 28, 1929		$ 41,588.87	
Cash on hand in contingent funds		450.00	
Total Cash on hand			$ 42,038.87
			$199,947.63

SUMMARY.

Cash on hand, March 1, 1928		$ 53,504.97
Total Receipts	$132,040.16	
Total Expense	102,281.92	
Excess Receipts		29,758.24
Received from Investments Account		14,402.50
		$ 97,665.71

DISTRIBUTION

Cash in various banks, Feb. 28, 1929	$ 41,588.87	
Cash in contingent funds	450.00	
Total Cash		$ 42,038.87
Investments made from surplus		55,626.84
		$ 97,665.71

The net amount expended since April 18, 1906, on Books, new Binding and Periodicals has been $257,838.00

The amount paid out for construction, equipment, etc., of the Post Street Building has been 371,760.79

Insurance is carried as follows:

Books	$100,000.00
Furniture	7,500.00
Post Street Building	276,500.00

The Resources of the Mechanics' Institute are as follows:

Post Street lot covered by Mechanics' Institute Building.

First Mortgages for $175,000.00 on San Francisco Real Estate.

Bonds to the par value of $538,503.90, as follows:

$228,000.00	San Francisco, Cal., City Hall 5%.
11,000.00	San Francisco, Cal., Municipal Railway 5%.
4,000.00	San Francisco, Cal., Water 4½%.
2,000.00	San Francisco, Cal., Fire Protection 5%.
29,000.00	San Francisco, Cal., Golden Gate Park 3½%.
2,000.00	San Francisco, Cal., Hospital and Jail 4½%.
200.00	San Francisco, Cal., Library 3½%.
1,000.00	San Francisco, Cal., Playground 3½%.
1,000.00	San Francisco, Cal., School 5%.
9,000.00	Albany, Cal., Municipal Improvement 5%.
1,810.00	Berkeley, Cal., Municipal Improvement 4½%.
5,000.00	Berkeley, Cal., School District 5%.
1,875.00	Chico, Cal., Municipal Improvement 5%.
3,000.00	Cloverdale, Cal., Municipal Improvement 5%.
10,000.00	East Bay Municipal Utilities 5%.
2,000.00	Exeter, Cal., Union High School District 5%.
2,000.00	Gilroy, Cal., School District 5%.
2,000.00	Grass Valley, Cal., High School District 6%.
2,000.00	Hanford, Cal., Municipal Improvement 5%.
7,500.00	Livermore, Cal., Municipal Improvement 5%.
10,000.00	Marin Municipal Water District 5%.
1,000.00	Merced Union High School 6%.
4,393.90	Monterey, Cal., Municipal Improvement 5%.
700.00	Nevada City., Cal., Sewer 6%.
7,000.00	Oakland, Cal., School District 5%.
2,500.00	Oakland, Cal., Municipal Improvement 5½%.
2,000.00	Oroville, Cal., Levee 5%.

500.00	Oxnard, Cal., Water 5%.
5,000.00	Petaluma, Cal., City High School 6%.
300.00	Piedmont, Cal., Municipal Improvement 5%.
3,000.00	Pittsburg, Cal., Municipal Improvement 5%.
5,000.00	Placerville, Cal., Municipal Improvement 5%.
7,000.00	Placerville, Cal., School District 5%.
3,000.00	Richmond, Cal., Municipal Harbor Improvement 6%.
1,000.00	Richmond, Cal., School District 4½%.
5,000.00	Richmond, Cal., School District 5%.
5,000.00	Richmond, Cal., School District 5½%.
7,000.00	Sacramento, Cal., New Levee 4½%.
5,000.00	Sacramento, Cal., School District 4½%.
9,000.00	Sacramento, Cal., High School District 4½%.
4,000.00	Salinas, Cal., Union High School District 5%.
5,000.00	San Jose, Cal., Municipal Improvement 5%.
1,000.00	San Luis Obispo, Cal., Municipal Improvement 5%.
15,000.00	San Luis Obispo, Cal., School District 6%.
1,000.00	San Mateo, Cal., Union High School 6%.
5,000.00	Santa Barbara, Cal., Municipal Improvement 5%.
1,125.00	Santa Barbara, Cal., School District 4½%.
1,000.00	Santa Maria, Cal., Union High School District 6%.
10,000.00	Santa Rosa, Cal., Union High School District 5%.
1,000.00	Sequoia, Cal., Union High School District 6%.
10,000.00	Stockton, Cal., School District 5%.
2,600.00	Visalia, Cal., Municipal Improvement 6%.
5,000.00	Washington, Cal., Union High School District 5%.
1,000.00	Williams, Cal., Municipal Improvement 5½%.
25,000.00	Butte County, Cal., Highway 5%.
1,000.00	Contra Costa County, Cal., 5%.
20,000.00	Fresno County, Cal., 5%.
5,000.00	Merced County, Cal., 5%.
7,000.00	Sonoma County, Cal., 5%.
5,000.00	California State Highway 4½%.
5,000.00	California State University Building 4½%.

Cash in various banks, $42,038.87.

Books, Furniture and Equipment of the Library.

Respectfully submitted,

JOHN H. WOOD, Secretary.

LIBRARIAN'S REPORT

San Francisco, March 7, 1929.

To the President and Board of Trustees, Mechanics' Institute.

Gentlemen: I herewith submit the Seventy-fourth Annual Report of the Library for the year ending February 28, 1929.

Membership

March 1, 1928		4,492
Added—Subscribing	636	
Reinstated	20	656
		5,148
Withdrawn—Life (deceased)	33	
Subscribing	779	812
Membership February 28, 1929		4,336

During the year nine subscribing members who had paid continuously for thirty years were granted life memberships.

The membership is divided as follows:

Honorary	3
Life	676
Subscribing	3,657
	4,336

Book Accessions

Number of volumes listed March 1, 1928		98,195
Added by purchase	4,138	
Added by binding	453	
Added by gift	1,787	6,378
		104,573
Less lost and paid for	112	
Discarded and lost	139	
Donated to institutions	1,199	1,450
Number of volumes listed February 28, 1929		103,123

Binding

660 volumes were rebound at the bindery and 2,283 volumes were repaired in the Library.

Gifts

3385 unbound items, consisting of pamphlets, serials, and newspapers, were presented to the Library.

Accessions by Classes

	Purchased	Cost	Bound	Cost	Gifts	Total
General Works	40	$ 350.03	75	$ 162.70	23	138
Philosophy	110	248.20	5	10.00	48	163
Religion	35	81.38	2	4.00	486	523
Sociology	229	752.07	31	79.20	143	403
Philology					1	1
Science	170	628.71	70	155.10	119	359
Useful Arts	314	1,287.64	183	424.80	94	591
Fine Arts	154	609.01	45	111.60	23	222
Literature	264	549.61	7	20.00	280	551
Foreign Literature	11	19.56	11	9.90	8	30
Travel	168	531.39	13	27.90	43	224
Biography	323	1,138.59			33	356
History	168	581.73	11	23.20	145	324
Fiction and Children's books	2152	3,788.48			341	2493
	4138	$10,566.40	453	$1,028.40	1787	6378
Current Periodicals		2,772.01				
Total Cost				$14,366.81		

Circulation

There were issued for home use 176,174 volumes, an average of 14,681 volumes per month.

Table of Circulation Statistics

General Works	306	Foreign Literature	2,039
Philosophy	3,119	Travel	8,104
Religion	1,175	Biography	9,691
Sociology	3,956	History	5,253
Philology	47	Fiction	114,214
Science	3,326	Children's Books	1,039
Useful Arts	6,811	Periodicals	2,555
Fine Arts	5,088		
Literature	9,451		176,174

Fiction	114,214 volumes	64.84	per cent
Children's Books	1,039 "	0.58	" "
Non-fiction	60,921 "	34.58	" "

Respectfully submitted,

FRANCIS B. GRAVES, Librarian.

APPENDIX

Year Ending Feb. 28	Membership Subscribing	Life and Honorary	Total	Volumes in Library	Circulation
1929	3,657	679	4,336	103,123	176,174
1928	3,789	703	4,492	98,195	165,253
1927	4,032	702	4,734	102,056	161,980
1926	4,030	690	4,723	98,696	164,347
1925	4,170	690	4,860	94,992	169,631
1924	4,356	652	5,008	91,433	172,712
1923	4,317	657	4,974	87,855	172,902
1922	4,160	646	4,806	84,056	175,502
1921	3,842	650	4,492	80,776	150,376
1920	3,408	649	4,057	77,140	128,480
1919	2,994	653	3,647	73,128	101,728
1918	3,135	590	3,725	70,055	118,159
1917	3,144	598	3,742	65,875	132,721
1916	2,982	617	3,599	63,672	127,866
1915	2,862	626	3,488	56,740	131,687
1914	2,709	632	3,341	50,776	125,650
1913	2,855	643	3,498	44,527	118,998
1912	2,660	644	3,304	39,266	110,194
1911	2,385	651	3,036	35,392	88,753
1910	1,717	645	2,362	32,186	71,741
1909	2,034	646	2,680	28,324	83,042
1908	2,120	643	2,763	24,179	.....
1907	2,726	651	3,337	17,850	.....
April 18, 1906	....	...	4,150	.....	.....

MECHANICS' INSTITUTE PUBLICATIONS

In Print

Annual Reports, 1907 to date.

List of books on architecture. August, 1913.

List of books on building and building materials. December, 1913.

List of books on electrical engineering. June, 1916.

List of books on petroleum. January, 1917.

List of books on aeronautics and military and naval engineering. January, 1918.

List of books added during 1914-1928.